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Building Committee Minutes 9/6/11

**TOWN OF ARLINGTON
MINUTES
COMMITTEE MEETING
PERMANENT TOWN BUILDING COMMITTEE
Tuesday, September 6, 2011**

PRESENT: Robert Jefferson, Bill Shea, John Cole, Mark Miano, Adam Chapdelaine, Suzanne Robinson, Michael Boujoulian (8:15PM)

ABSENT: Jeff Thielman, Rob Juusola

Guest: Eric Ammondson - Ammondson Architects
Bonne DeSousa - Turowski2 Architecture
Jeff Shaw – Donham & Sweeney
Capt. Flynn – Community Safety
Lt. Flaherty – Community Safety

Meeting was called to order at 6:30PM.

The Committee met at Highland Station, Chief Jefferson and Jeff Shaw gave a tour which lasted 45 minutes. The Committee continued the meeting at Town Hall, 2nd floor conference room.

Highland Station

The Committee accepted Castagna Construction credit for \$5,591.00.

Community Safety

Mr. Ammondson gave us an update for the Phase 2B of the Community Safety Building. He plans to have a cost estimate for the committee at the September 20th meeting. Mr. Ammondson. The Committee elected to not replace the 10 year old roof at the Community Safety Building, it has a 15 year warranty and a life span of 25-30 years.

Stratton

Bonne DeSousa gave an update on the Stratton Phase 2 project. The Committee elected to extend the substantial completion date to 9/7/2011, with no additional charges from the contractor. The Committee voted to accept the Proposal Requests numbered 4, 12, 23, 18, 19, 11, 15, 17, 20 & 25.

The Committee elected to accept option D \$35,952.00, to install additional trim to the exterior of the windows. This was necessary to adjust for caulking to existing conditions.

The following invoices were approved:

HighlandStation

| | |
|-----------------------|--------------|
| Staples | \$916.62 |
| Wanamaker | \$1,007.69 |
| Custom Chemical | \$4,761.00 |
| Wholesale Marketplace | \$2,245.96 |
| MassMovement | \$3,120.00 |
| Arlington Coal | \$510.29 |
| Progressive Comm | \$160.00 |
| Castagna #13 | \$110,899.99 |

Central Station

| | |
|--------------|------------|
| Castagna #13 | \$4,298.56 |
|--------------|------------|

Community Safety

| | |
|-------------|-------------|
| Chapman #12 | \$11,500.28 |
|-------------|-------------|

Ammondson Notes:**Phase 1**

1. Status update. The project is completed. Mr. Ammondson provided one copy of the closeout documents which include the contractor's as built drawings, specifications, record submittals maintenance schedule, operations and maintenance manuals and warranties and document changes. It was agreed these documents will be maintained by the APD in the Community Safety Building. Ammondson will provide Mr. Chapdelaine an additional copy of the as built drawings, maintenance schedule and warranties.

2. Mr. Ammondson presented the contractor's final application for payment (#12) in the amount of \$11,500.28 and recommended approval by the PTBC. The PTBC unanimously approved application for payment #12.

3. Mr. Shea noted his displeasure with SGH for charging \$1,000 to design the repair to the dutchman on the large pergola structure.

(this item as omitted in my earlier email)4. Mr. Ammondson presented the final Owner's Project Budget. Mr. Cole requested the Onwer's Project Contingency reduction of \$100,000 be added back into the budget. Ammondson to revise and reissue the budget.

Phase 2

1. Mr. Ammondson gave an update on the status of the project. Design Development drawings and specifications (50% CD's) are being priced by the cost estimator. Mr. Ammondson will present the cost estimate and the drawings at the 9/20 PTBC meeting.

2. Mr. Ammondson gave an update on the review of the existing roof. Sarnafil, Ammondson and SGH performed a survey of the existing roof conditions. It was agreed that the roof was not installed according to the bid documents (prepared for the Town by Sarnafil). A second visit was performed and Sarnafil made approximately 10 test cuts. Sarnafil found the membrane and insulation to be in generally good condition and anticipated that the roof will last well beyond the remaining 5 years of the warranty period. Moisture was found in the insulation at the southwest corner of the roof (above the Community Room) and in the antennae tower. Sarnafil intends to issue an evaluation of the roof within two weeks. Their verbal report indicated they feel the moisture in the southwest corner is coming through the parapet wall and is coming through the masonry walls in the tower. These findings are consistent with the SGH report. The PTBC agreed to withhold any action until receipt and review of the Sarnafil report but asked that SGH write a letter of support of Sarnafil's findings that may be used in seeking assistance from Sarnafil with future repairs.

3. Mr. Flynn asked for clarification regarding future Capital Plan funding requests. Currently the project is funded through bidding in the FY 2012 Capital Plan, with construction to be funded in FY 2013. There is no funding request in FY 2014, and Phase 3 is funded through bidding in FY 2015, with Phase 3 construction funded in FY 2016. Mr. Chapdelaine agreed to confirm the amounts to be funded in the successive years.

Turowski2:**Construction Progress**

The majority of work is complete and, pending positive final electrical inspection and positive life safety inspection that allows school occupancy, the work is Substantially Complete. Electrical inspection was delayed due to malfunctioning existing alarm wiring. Subsequent to the meeting Inspectional Services sign off was received.

T2 Architecture recommends extending the Contract Date of Substantial Completion one week to September 7th. Equipment Warrantees should be dated according to the date of acceptance by the manufacturer.

Outstanding work includes
Miscellaneous Boiler room items
Miscellaneous equipment in corridors and storage areas
Final testing and balancing of the heating system
Miscellaneous items in the Nurses Area
Louvers
Storefront trim and caulking
Punch list
O&M manuals and Warrantees

The Committee stated that it was very important for the Contractor to complete their punch list work quickly.

Budget

T2 presented an analysis of the project budget including all paid reimbursibles and outstanding proposal requests. The document was generated August 19th and updated by hand with proposal request information received from the General Contractor at the Progress Meeting 09/06/11. The total estimated Project Budget including known or estimated construction liabilities (Proposal Requests, T& M slips) without additional contingency or estimates for the Brick Mold at windows, is \$1,849,170.00
A project budget of \$1,900,000.00 was considered sufficient to fully fund all liabilities and Proposal Request 26 (Brick mold at the windows \$36,000) and provide additional contingency funds for issues the Contractor may not have raised at this time.

September 6, 2011 Stratton Elementary School Improvements Meeting Minutes

Requisition

Application for Payment # 5 was presented. Bonne DeSousa stated that the Contractor had updated the Application for Payment that afternoon based upon review in the Progress Meeting. While all requested revisions had been made, the cover page Change Order Lines contained figures that had not been updated, amounting to \$3,666 dollars on several of the lines. The Building Committee declined to vote on a corrected Application for Payment.

Proposal Requests

The following Proposal requests were discussed and approved for Change Order Number 3

PR 11 6 Port Data wire at Computer lab \$1188.00
PR # 12R1 Interior Masonry \$3299.50
PR 15 Paint Lintels at small windows \$543.00
PR # 17 Fan Coils 1,2,3 \$1995.00
PR # 18 Electric closet reinforcement \$2544.00
PR 19 Relocate Unit Ventilator to main lobby \$1791.00
PR # 20 Heat detectors \$2133.00
PR #23 Asbestos Coring \$4472.00

Action Items:

Application for Payment # 5 Not Voted
Change Order # 2 Signed Copies returned
Date of Substantial Completion Change Approved
Original August 31, 2011
New September 7, 2011

Minutes approved for 8/16/2011

Adjourned at 9:30 PM

Respectfully submitted,

Bill Shea